

**TO:** NORWALK COMMUNITY  
**FROM:** GREG STAPLES, CHIEF OF POLICE  
**SUBJECT:** ANNUAL REPORT - CALENDAR YEAR 2014  
**DATE:** APRIL 2, 2015  
**CC:**

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## INTRODUCTION

The Norwalk Police Department finished calendar year 2014 in fine fashion. The state of the department continues to be strong. The department's 13 members provide quality service in a manner that the Community should be proud of. We are positioned well for a successful 2015.

Since the founding of the Norwalk Police Department in 1856, the officers and employees of the agency have served the community with distinction. The current departmental staff is proud of the long history of service to the community and pledge to continue this high level of service. During the year a new mission statement for the department was developed:

*With commitment and resolve, the Norwalk Police Department will provide noticeable, professional and dedicated service through citizen focused efforts that solve problems, maintain public trust and produce a safe, prosperous community.*

Based on the ideals of accountability and customer service the mission statement guides the daily behaviors of our staff and as a result our accomplishments in 2014 were many. The following report will describe these successes and report on our performance during the year.

The report is organized into the following categories:

- Annual Performance Statistics
- Annual Training
- Police Fleet Status
- Juvenile Programs
- Internal Investigations
- Personnel
- Goal Accomplishment for 2014
- Goals for 2015
- Prospects for 2015

## ANNUAL PERFORMANCE STATISTICS

**Reported Crimes-** During the course of the year, crime held basically steady with a small increase of 4.6% reported. There was a decrease in crimes against persons, but an increase in crimes against property. In the chart below the largest increase in any category was under thefts; where reports increased 22%. The increase was directly attributable to a series of gas drive offs over the summer from one gas station. Those crimes were not captured on video and they were not solved. See chart APS -1 below for the full statistical information.

## 2014 Reported Crimes

Crimes Against Person	2013	2014	Change
Assault Offenses	40	37	-3
Sexual Assault Forcible	5	6	1
Sexual Assault Non-Forcible	2	0	-2
Robbery	0	0	0
Homicide	0	0	0
<i>Subtotal</i>	<i>47</i>	<i>43</i>	<i>-4</i>
Crimes Against Property	2013	2014	Change
Burglary	17	5	-12
Fraud / Forgery / Embezzle	18	18	0
Theft / Larceny	76	93	17
Motor Vehicle Theft	5	6	1
Property Damage	29	36	7
<i>Subtotal</i>	<i>145</i>	<i>158</i>	<i>13</i>
<b>Total</b>	<b>192</b>	<b>201</b>	<b>9</b>

APS-1

**Clearance Rates-** Investigative success for the criminal cases that were reported was mixed. Officers cleared cases at a rate higher than the national average but some major cases remain unsolved. In chart APS-2 below you can see the categories of crime and the associated clearance rate for Norwalk. Chart APS-3 identifies the national and regional clearance rates as compared to that of Norwalk. A crime is considered cleared if a person was arrested or if sufficient information to obtain an arrest warrant exists, but prosecution is declined.

## 2014 Clearance Rates

Crimes Against Person	Total	Cleared	Clear %
Assault Offenses	37	30	81%
Sexual Assault Forcible	6	6	100%
Sexual Assault Non-Forcible	0	0	NA
Robbery	0	0	NA
Homicide	0	0	NA
<i>Subtotal</i>	<i>43</i>	<i>36</i>	<i>84%</i>
Crimes Against Property			
Burglary	5	1	20%
Fraud / Forgery / Embezzle	18	5	28%
Theft / Larceny	93	28	30%
Motor Vehicle Theft	6	0	0%
Property Damage	36	6	17%
<i>Subtotal</i>	<i>158</i>	<i>40</i>	<i>25%</i>
<b>Total</b>	<b>201</b>	<b>76</b>	<b>38%</b>

APS-2

## 2014

### Overall Clearance Rates Compared to National Averages

Type	Crimes Against Persons	Crimes Against Property
National	48%	20%
Cities Under 10,000	56%	24%
Midwest Cities	43%	19%
Norwalk	84%	25%

APS-3

**General Activities and Proactive Enforcement-** During the year, Norwalk Officers remained busy conducting proactive and dispatched police activities. Officers have taken a new approach to traffic enforcement by designing initiatives that address specific problems. Citations and warnings are issued as necessary to address the issues of over all traffic safety including aggressive driving and occupant protection. During the year, traffic stops increased 25% and warning violations increased 167%. This increased effort in traffic safety in part lead to a potentially correlated 27% decrease in traffic crashes.

Dispatched calls for service increased 17% over 2013 and dispatched requests for public service increased 19%. Beginning in July, officers began to track criminal arrests that originated from self-initiated field activities. There is no comparison data to compare the recent efforts in this area, but activities are encouraging and suggest that officers are actively looking for criminal activity to address. Chart APS – 4 below gives the numerical data just discussed.

## 2014

### General Activities

Traffic Related	2013	2014	Change
Traffic Stops	1012	1271	259
Moving Violations	319	303	-16
Non-Moving Violations	164	124	-40
Written Warnings	228	610	382
Crash Investigations	131	95	-36
General Activities	2013	2014	Change
Drug Investigations	38	42	4
Officer Initiated Incidents	XX	31	31
Public Service Calls	600	717	117
Calls For Service	4417	5177	760

APS-4

## ANNUAL TRAINING

During the year, all officers completed the mandatory training as required by the state. This includes Firearms, CPR and Mental Health Training. In addition to these mandatory subject matters, officers also completed a minimum of 12 general education hours. Newly required in 2014 was a state mandate that each officer complete four hours of mental health training. This was accomplished in August.

The training received by the Department in 2014 was geared towards satisfaction of state requirements, to maintain proficiencies in various disciplines and to increase our ability to provide quality police services including community policing services. Detailed below in Chart AT-1 are the training topics that members of the department received. The Norwalk Police department remains a highly skilled and properly trained group of officers that the community can count on to provide professional service in their times of need.

### 2014 Training

MONTH	TOPIC	OFFICER
January	TASER Certification	Metzger
February	Defensive Tactics Electronic Court Processing	Staff/In-Service Civilian Staff
March	Child Safety Seat Installation Impaired Driving Radio System Operation	Metzger Metzger, Melco Dept Supervisors
April	Interview techniques Crime Free Housing TraCS Electronic Citation Radio Operations Impaired Driving	Lewiston Hutchinson Staff/In-service Staff/In-service Melco
May	Ethical Decision Making K9 Drug Detection	Parker Parker, Zena
June	Firearms Qualifications	Staff/In-service
July	Legislative Up-date	Staff/In-service
August	Domestic Violence Intervention Drug Interdiction Mental Health Response Defensive Tactics Instructor NCIC Query	Staff/In-service Parker, Hutchinson Staff/In-service Lewiston Metzger, Downing
September	Driver Instructor 5-Star Leadership	Spurr Martin
October	Night Firearms Qualification Medical First responder Armorer K9 Handler	Staff/In-service Staples Martin Parker
November	Firearms Instructor Crime Free Housing TASER Instructor	Martin Hutchinson Albers

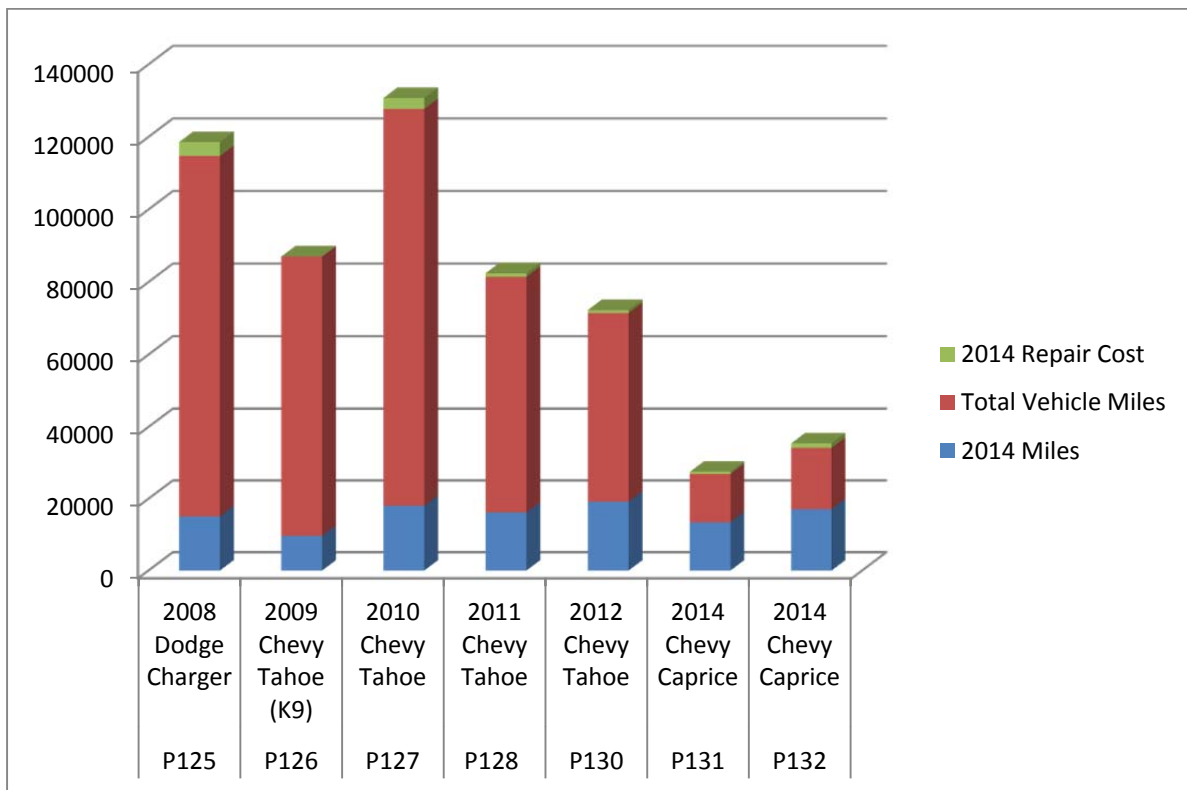
## POLICE FLEET

During the year, Officers drove 108,587 miles while conducting patrol activities and other police duties. The police fleet is comprised of seven marked police vehicles and one unmarked investigations / command vehicle. During the year, two new Chevrolet Caprice sedans were purchased and placed into service. Retired from the fleet were a 2003 Ford explorer and a 2005 Ford Crown Victoria. During the year, repair costs for shop P125, a 2008 Dodge Charger, became unsustainable. This vehicle now serves as a backup and will be replaced in FY 2016. Chart PF-1 and PF-2 below represent the data concerning fleet usage. The investigations / command vehicle is not included in this data.

### Police Fleet Status

Shop	Year and Make	2014 Miles	Total Vehicle Miles	2014 Repair Cost
P125	2008 Dodge Charger	15095	99654	3825
P126	2009 Chevy Tahoe (K9)	9650	77375	22
P127	2010 Chevy Tahoe	18018	109738	2979
P128	2011 Chevy Tahoe	16150	65288	1008
P130	2012 Chevy Tahoe	19135	52340	809
P131	2014 Chevy Caprice	13456	13456	610
P132	2014 Chevy Caprice	17083	17083	1269

PF- 1



PF - 2

## **JUVENILE OUTREACH**

In an effort to reduce the chance for crime to increase in the future, the department continues to provide a number of programs in the area of juvenile outreach. Listed below are some of the programs provided during calendar year 2014.

### **D.A.R.E. (Drug Abuse Resistance Education)**

DARE is a police officer-led series of classroom lessons that teaches children how to resist peer pressure and live productive drug and violence-free lives. It gives the kids the life skills they need to avoid involvement with drugs (alcohol and tobacco), gangs and violence.

The DARE program is taught to all Norwalk 5th grade students. Just a few things taught in DARE are learning how to have high self-esteem, saying NO to peer pressure, and how to be positive role models. The classes have scenario based sessions that shows students ways to say NO in various negative situations. We teach the program with the hope that the students will take what they have learned in DARE and apply it to their own lives and make the choice to lead a Drug Free Life.

During the year, classes were held providing information to approximately 185 children

### **Jr. Police Academy**

This program is a partnership between the Department of Parks and Recreation and the Norwalk Police Department. It is an opportunity for police officers to build a positive bridge with the youth of the community. Cadets take part in fingerprinting, investigating a crime scene, taking photos, casting footprints, and running an obstacle course. It is available for students who have completed 3rd - 6th grade and the 2015 version is tentatively set for July.

During 2014, 12 children participated in the experience

### **Bicycle Safety**

Each spring the police, parks and recreation and fire departments collaborate to conduct a bike rodeo for area youth. Participants are taught the "rules of the road", the importance of safety equipment, and how to complete an inspection of their bicycles. Several obstacle courses allow the kids to show off what they have learned and help identify areas they may need to improve upon. All participants in need receive a new helmet and get the opportunity to win a new bike. This event culminates with the annual Mayor's bike ride.

During May, approximately 56 Children participated in the event

### **Drug and Alcohol Awareness**

Norwalk officers' conduct a variety of drug and alcohol awareness classes each year in addition to the DARE program. These classes are conducted in the Norwalk secondary schools. Officers serve as guest speakers in the health and government classes. These classes help to continue the development of positive relationships with Norwalk teens. High school students especially enjoy the bi-annual classes utilizing the departments Fatal Vision Goggles. These classes require students to perform several tasks including driving a golf cart through an obstacle course, while experiencing the simulated effect alcohol has on their vision. Students frequently comment on their inability to complete the scenarios that would otherwise have been quite simple.

Each year, approximately 600 students participate in this training

## Character Education, Personal and Situational Safety and The Law and You

Norwalk officers conduct a core of classes based on 40 Developmental Assets. The classes are divided into four external asset categories (support, empowerment, boundaries & expectation, and constructive use of time) and four internal asset categories (commitment to learning, positive values, social competencies, and positive identity). The Character education program is taught as part of the school health curriculum or in conjunction with various summer camps.

Working closely with the schools, daycares, area church groups, and the Warren County Extension Office, Norwalk officers provide annual safety classes throughout the community. Popular topics include stranger danger, pedestrian safety, babysitting safety, and internet safety.

The law and you class gives our teenage residents education in topics such as probable cause, reasonable suspicion, search and seizure etc. The course is designed to teach the students about how our constitutional protections are applied by law enforcement and how those protections give citizens their rights and responsibilities.

Portions of these topic areas are sometimes cross taught during the drug and alcohol awareness classes described above, other portions of the topics are taught separately. During 2014, approximately 150 students received information concerning character education, personal safety and the law.

## INTERNAL INVESTIGATIONS

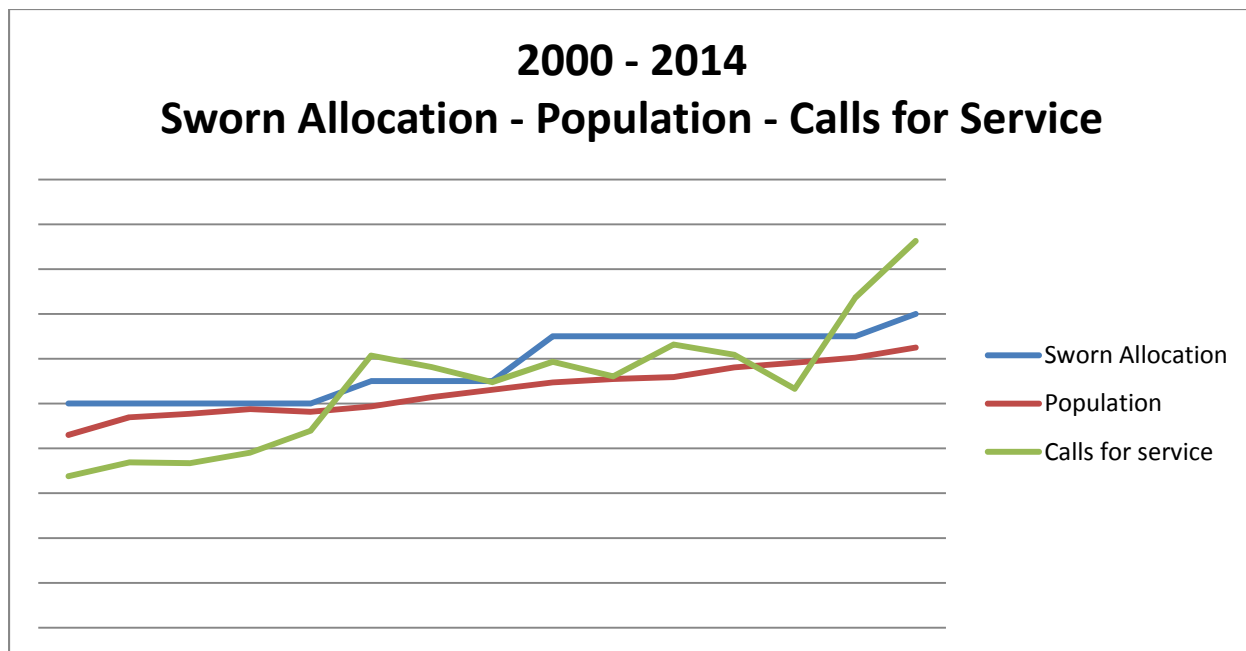
The department received one formal complaint on officer behavior. The allegations were rudeness and improper evidence handling. After an investigation the officer was exonerated.

## PERSONNEL

During 2014 department personnel fluctuated slightly:

- On February 3, Chief Greg Staples began employment
- On September 27, Officer Ben Lewiston resigned his position to take a job with the State of Iowa
- On September 29, the department was awarded a COPS grant allowing the hiring of an additional officer

For the last seven years, the authorized staffing level for sworn employees has been 13 persons. The COPS grant award received in late September allows the department to increase sworn staff by one position. Once this position and all others are filled and new officers are trained, the department will have sufficient personnel to dedicate someone to a new position called Community Impact Officer (CIO). The CIO will concentrate on investigations and community policing programs. Chart P-1 below shows the progression of authorized sworn strength versus population and calls for service over the last 15 years.



P-1

The department has experienced a large increase in calls for service as the chart above indicates. Over the last 15 years, since the year 2000, calls for service have increased 155% while the sworn officer allocation has only increased 40% and the population of Norwalk has increased 45%. Officers are serving the needs of more people who rely on police services more frequently.

#### **GOAL ACCOMPLISHMENT FOR 2014**

At the beginning of 2014, the department identified several goals for completion over the course of the year. This section of the report will discuss each individual goal and provide an evaluation of the success or lack of success in achievement.

##### **Revamp and update the department website – Complete**

The department website was redesigned and launched in March. The new website contains a welcome page from the chief of police and numerous other informational pages concerning the department operation and services offered. The site has been used successfully a number of times by individuals looking for information about the police department. The website also features an email link that citizens can use to email the chief directly. Since March, all website inquiries have been answered and requests for service received through the website have been completed.

##### **Create and launch a Facebook page– Complete**

Also in March, the department launched a new Facebook page. The page has been used numerous times to release information about department responses to incidents, provide safety updates to the community and to advertise community policing activities. Since the launch, the page has received “likes” from 1,221 fans.

##### **Increase the number of juvenile outreach initiatives– Complete**

Outreach and prevention services to juveniles remain one of the departments overall strategies to reduce crime and increase the quality of life. The department philosophy in this area is that children



who have positive interactions with police officers at an early age may be less likely to offend when they reach older ages. To this end the department launched the “Lunch with the Chief” program, participated in “Lunch in the Park”, held Child ID fingerprinting events and distributed school back packs to children who needed them. These events were completed in addition to all of the other outreach programs that the department has traditionally hosted.

#### **Create and hold a citizens police academy–Not Completed**

The department was not able to complete this objective. The lack of available personnel to plan, organize and hold the series of classes proved to be too difficult of a challenge to overcome. Instead of the full citizen police academy, the department held a community safety day at the police department. This event occurred in October and over 150 people attended. Citizens who attended were able to meet officers of the department, learn about department operations, receive information concerning prevention and social services and watch a demonstration of Zena the drug K9.

#### **Attend a minimum of 24 community based meetings to discuss community issues– Complete**

During the year, members of the department attended 52 community based meetings or events. Three of these events were community walks. Community walks are designed to get officers and residents talking about issues that are important to the residents of the neighborhood where the walk is occurring. Our walks in 2014 occurred in the following areas / neighborhoods:

- Windflower Neighborhood
- Hyperion Drive in Lakewood
- Elm Street and Marie Ave

During the last walk on Elm and Marie, officers passed out free light bulbs for residents to use to help reduce night time vandalism and theft through a campaign to “light up the night”. Officers replaced nonfunctioning porch lights and asked residents to leave their outside lights on during the night

#### **Respond to all calls for assistance– Complete**

The department responded to 5,177 calls for service during the year. All dispatched incidents were responded to.

#### **Emphasize problem solving within our service to the community– Complete**

Problem solving and community policing are synonymous. Effective community policing requires an adherence to working towards solutions to problems. During the year, the department mission statement was revised to reflect an emphasis on community dedication and problem solving. To this end, officers work regularly to make the quality of life better for the members of the community. Two examples of how problems were solved this year are the Lakewood Elementary after school student pick up procedures and the issue of speeding on a neighborhood street.

In both of these situations, residents expressed concern to the police department about the conditions. Once the complaints were received, officers worked with all effected parties to design solutions and have the ideas implemented. In both areas of concern, the problems were addressed with solutions that provided noticeable improvement.

#### **Complete various programs to increase traffic safety and reduce traffic crashes– Complete**

During the year a number of projects to reduce complaints of traffic infractions, increase traffic law compliance and to reduce traffic crashes / injuries were completed. Compared to the previous year, 2014 had a 27.5% reduction in crashes. Examples of some of the projects that were completed are:

- High RD – Over-weight construction traffic violating the weight limit – Officers conducted stationary patrols and issued warnings and maps to truck drivers advising them how to arrive at the construction zone without using the weight restricted road. Notes were sent to the developers and the contractors working in the area and information was posted on the city website on the page for construction permits.
- Wright RD – Speeding – Officers conducted radar enforcement in the area, residents removed brush from the side of the road which increased visibility and public works at the request of the police department installed additional speed limit signs, red warning flags and flashing yellow lights.
- HWY 28 – New speed limit notifications – Officers conducted speed enforcement activities for 30 days after new speed limits were approved and signs installed. Officers issued warning and citations to drivers while informing them of the new speed limits. Maps were distributed to all drivers showing in visual form where the limits were posted and what the new limits were set to.
- Occupant Protection – Thank you cards for seatbelt wearers – Officers issued thank you cards to drivers stopped for other violations who were properly wearing their seatbelts.

### **GOALS AND OBJECTIVES FOR 2015**

The police department enters 2015 with two distinct goals and numerous objectives that provide a framework for evaluation of our performance at the end of the year. Our goals and their associated objectives are:

*GOAL - Members of the Norwalk Police Department shall protect the public by maintaining law and order in an efficient and effective manner.*

#### **Objectives**

1. Hire and properly train new officers as openings occur
2. Increase the diversity of training options / opportunities to accommodate emerging needs
3. Decrease incidents of theft by 10%
4. Decrease incidents of criminal mischief by 10%
5. Respond to all calls for service
6. Attend active assailant mitigation training
7. Increase the clearance rate for property crime by 5%

*Goal – The Norwalk Police Department will provide effective public service through the establishment and maintenance of programs that provide for and assist with departmental effectiveness*

#### **Objectives**

1. Create and implement programs and interactions for grades K-4
2. Review and revise the operations policy manual
3. Create a multi-year strategic plan
4. Create a patrol plan
5. Implement a Rules and regulations manual
6. Increase Community Policing activities by 10%
7. Conduct safety and security reviews at churches

## **PROSPECTS FOR 2015**

As this report is being completed, calendar year 2015 is already shaping up to be another banner year for the Norwalk Police Department. During this current year we anticipate the receipt of additional grant revenues. If awarded funding, we will be able to provide increased community policing activities and participate cooperatively with other Warren County law enforcement agencies to reduce the incidents of drunk driving.

In the area of personnel, for the first time in over 6 years, the department will be hiring new patrol officers. These officers will fill anticipated vacancies and represent the community as the COPS officer. Our new recruits are excited about joining the force and for the opportunity to help the community increase their quality of life.

As the weather warms, officers will be walking about in your neighborhoods. If you see them, please feel free to engage them in conversation about what needs or concerns you may have or ask them about something unrelated to policing. Please take the time to get to know our officers. Increased communication provides a clear path to a decrease in crime.

The members of the Norwalk Police Department are excited about the numerous possibilities for success in 2015. We hope that all residents of Norwalk feel the same way as we work together to solve problems, maintain trust and produce a safe, prosperous community.

## **OUT AND ABOUT IN 2014**

Officer Metzger Checking a Child Seat



Officer Parker at Fun Night



Community Walk on Hyperion Dr



Back Pack Child ID Kit Giveaway



5th grade DARE Graduates



July Community Walk



July Community Walk



Officer Parker and Zena



Community Safety Day





Lunch in the Park



Lunch in the Park



A visit from Dorothy the Tornado Tank



Officers Palmer and Criswell with some young Norwalkians



A preschool visit to see Chief Staples and Officer Palmer



Junior Police Academy taking an ice cream break



Officer Metzger leading the July 4<sup>th</sup> Parade



The Light Up The Night Walk

